

OTR 79-6766

11 JUL 1979

DD/A Registry

File *Training*

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Donald E. Smith
Director of Training

SUBJECT: Request to Address the Advanced
Intelligence Seminar

1. Action Requested: It is requested that you agree to address the Advanced Intelligence Seminar (AIS) on 31 August 1979 from 1330 to 1430. The session will be held in the DCI Conference Room.

2. Background: The AIS consists of 25 members selected from each of the major components within the Agency. The grade level is GS-13 through GS-15, and the average participant has had approximately 15 years of Agency experience. The members collectively represent a wide variety of work experience; overall, the class includes some area analysts, field officers, scientific and technical specialists, and administrative and support officers. Previous seminars have requested that the Agency management view from the Director's office be included in the Seminar--specifically, the Deputy Director of Central Intelligence. We would greatly appreciate it if you could spend an hour with the Seminar and share with them your views and perspectives for the coming year. We would also like to take this opportunity to invite you to the AIS Reception on 30 August 1979 from 1730 to 1930 in the Executive Dining Room.

3. Recommendation: Your agreement to participate in the Advanced Intelligence Seminar is recommended.

/s/ Donald E. Smith

Donald E. Smith

SUBJECT: Request to Address the Advanced
Intelligence Seminar

 I agree to speak to the AIS on
31 August at 1330 to 1430 hours.

 I am sorry to decline.

DATE: 7-13-79

Distribution:

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